

**Moore Skating Club Board Meeting Agenda & Minutes**

Month: March 2023

Meeting Link:

Attendance	Status	Actions From Previous Meeting	By Who	Status	MEeting Date	Notes
Marianne	Present	1. Ice Show Budget to Be Reviewed to reflect changes to costs (ie no lights)	Marianne / 50th C	In Progress	Jan	
Celia	Present	2. Refund Policy	Katie	In Development	Jan	
Joanne	Absent	3. Jess - relay to other coaches to work with Club Test Chair to determine what will work best for skater.	Jess	Resolved.	Jan	
Mackenzie	Regrets	4. ML - to file with BOD correspondence with Skate Ontario with regards to matter.	Marianne		Jan	
Katie	Present	5. KS - to develop Test Day guideline for future reference	Katie	No progress	Feb	
Jess	Present	6. Updated budget to be provided once quotes are completed	Marianne/Ice Show	Ongoing	Jan	
		8. Costume - access to funds plan. Provide weekly update	Marianne	Complete	Jan	
		12. AGM Communication	Marianne	In Progress	Feb	
		14. Skate Ontario info - How MSC can support coach development - pass info along & Post	Marianne	In Progress	Feb	
		15. Award nominations	Maranne & Jess	IN Progress	Feb	
		16. Arena Portraits - Ordered	Marianne	Complete	Feb	
		17. PA JAckets	Marianne	Complete	Feb	
		18. Signing Authority - Remove Caley - add new members after AGM/Board	Kenze & Marianne	In Progress	Feb	
		19. Test Day Required	Marianne et al	Complete	Feb	Not required for winter session
		20. Ice Show Parent & Alumni Packages	Marianne/Katie	Complete	Feb	
		21. BOD Nominating Committee - establish & information	Katie	In progress	Feb	

Agenda	Accountable	Discussion Notes	Approval	What Needs to be done	By Who	When
1. Approval of Previous Month Meeting Minutes	President	Motion to accept - Katie Celia - 2nd	NA			
2. President's Report	Marianne	None	NA			
3. Treasurer Report	Mackenzie	Review of Profit/Loss Statement Motion - Katie 2nd - Jess	Approved.			
4. Registration Report	Joanne/Marianne	Next year --> Registration collected will impact Skate Ontario \$5 Fee Next October - SO charge per \$5 (use numbers from end of March this year - always be a year behind. This coming year will have to absorb. SKate Ontario gets \$20 of Skate Canada fee. 20 to SC & 20 SO, + Insurance and Socan --> Review for new board --> future discussion point. Coach report March 2023 Tuesday/Thursday Session updates: Report cards have been handed out for Tuesday and Thursday sessions. I have included my records of badges and ribbons passed for Canskate and Learn Star (hard copies of individual sheets are in the shed). Ice show: We are fully into the ice show rehearsals.	NA			
4. Coach Report	Jess	Filing Google Drive as able. Branding and formatting communications. Ongoing.	NA			
5. Secretary Report	Katie	Permit - missing --> complete March Bingo's covered. April dates posted.	NA			
6. Bingo Update	Katie		NA			
7. Test Chair Report	Mackenzie - Absent	3 assessments were completed in February 2023	NA			
		<i>Ice Show update</i>  <i>The quotes are in for the book and Haines is well below the other quotes . I am currently working on contacting potential sponsors. I sent out 100 letters. To date we have 3800 in ads and our goal is 5000.00 Letters to the past presidents have been sent inviting them as our guests. Guest skater and young synchro guests are not confirmed until the schedule for provincials is posted. This may or may not happen. coaches Jennifer and Jacoba will let me know as soon as they know Excitement is high among the young skaters getting to skate more than once Karolyn is currently well under budget for costumes. Karolyn is maintaining a running dialogue with the alumni and we have quite a few skating and more coming to take part. volunteer lists are up and filling nicely Card will not know about the numbers for the power number until they have their last out of town game and tournament dates but will have a number Alumni attending the after party will be charged \$10.00 just so we can have a number for finger foods. I do not believe we are charging Club families. The bar at the golf club will be cash and belong to the golf club. After Party will not start until 1 hour after the last show so we can complete take down. The golf club is not charging for the hall. Sharon (sent via email Feb 23)</i>  <i>Marianne</i> <i>- influx of sponsorship</i> <i>- ticketsales are happening</i> <i>- Arena has put on the sign -- out front</i> <i>- Concern --&gt; allocated \$800 for potluck &amp; supplies, and order food for after party</i> <i>- Party \$510 + grat --&gt; Hall for free as a gift. ORdered veggie, cheese &amp; crackers, fruit basket --&gt; cover for food. Cash bar.</i> <i>- \$300 for supplies</i> <i>- \$ 200 cake</i>  <i>Request to up allocation by \$200 to ensure enough funds. Anticipate return in funds from Ticket sales to after party \$10</i>  <i>Motion - Celia</i> <i>2nd - Katie</i>  <i>Waiting for a few more mini ads Programs go to print - Tuesday</i>				
8. 50th Committee Update	Marianne	Jess - no updates	Approved.	NA		
9. AGM/Nominating Committee	Katie	April 14 - latest receive nominations Promoting & discussing Continue to promote to get involvement. New regulatory changes from Skate Canada & Ontario Government which will need to be incorporated in new term.	NA			

New Business	Discussion	What to be done	By Who	When
1. Coach Contractos	Marianne	Opportunity to add clarity to contracts regarding facility closures and reimbursement for cancelled sessions.		
2. Token of Sympathy	Marianne	In memory of Carol Macpherson's husband		
3. Ice Summit	Katie	<a href="https://skatecanada.ca/ice-summit-2023/">https://skatecanada.ca/ice-summit-2023/</a> - Might want to do seminar - End of May -> New board members \$95	Marianne	ASAP
4. Respect & Safe AAccess for all	Katie	Arena Policy Distribute to membership - will go out with new registrations Marianne to add to website Katie to file		Sept 2023
5. Determine Awards		Power Skating Program Assistant Call Kennedy Volunteer Janet McInnis -		
6. Letter of Intent	Katie	Distribute letter of intent to current coaches for 2023/2024 season.		
		Katie to draft letters to sedn out to coaches.	Katie	Mar 15, 2023

**Adjournment** Jess Motion

**Next Meeting Date & Agenda Items**

April 13							